



U.S. Department of Transportation
Federal Aviation Administration

Advisory Circular

Subject: **AVIATION MAINTENANCE TECHNICIAN
AWARDS PROGRAM**

Date: 11/6/93
Initiated by: AFS-360

AC No: AC 65-25A
Change:

1. **PURPOSE.** This revised advisory circular (AC) incorporates input from the Flight Standards District Offices (FSDO) and industry into the program. It also outlines and upgrades the requirements for participation in the Federal Aviation Administration's (FAA) Aviation Maintenance Technician (AMT) Award Program.

2. **CANCELLATION.** AC 65-25 dated August 28, 1992, is cancelled.

3. **BACKGROUND.**

- a. The Flight Standards Aircraft Maintenance Division, (AFS-300), Washington, D.C., determined in October 1991 that a need exists for an incentive program to encourage AMT employees and employers to aggressively participate in available initial and recurrent maintenance training/courses. This incentive program is called the AMT Awards Program. The FAA will recognize eligible technicians and employers who receive or foster initial and recurrent training by issuing awards.
- b. The awards for technicians will be in the form of an FAA Certificate of Training along with a distinctive tie tack/lapel pin. For employers, the award will be a Certificate of Excellence. The certificates and tie tacks/lapel pins will be issued by the local FSDO to eligible technicians and employers.
- c. The required number of hours for training for each of the five phases of the awards must be accomplished within a 12 calendar month period. Each calendar period will start on October 1 and end on September 30 to coincide with the Federal Government's fiscal year.

4. **HOW TO ORDER.** Copies of this AC can be ordered from the Department of Transportation, M-443.2, General Services Section, Washington, D.C. 20590.

5. **INTRODUCTION.**

- a. This AC revises the first nationwide awards program for AMTs and employers: The AMT Awards Program. This awards program became effective on October 1, 1992.
- b. The decision to revise this AC was initiated by feedback from FSDOs and industry requesting adjustment and clarification of award requirements and to add suggested formats for awards applications.

- c. The program's purpose is to serve as an incentive for individual maintenance technicians to actively participate in recurrent and initial training programs on their own initiative or in training programs subsidized by their employer.
- d. The FAA is well aware of the responsibility of the employer to bear the short term burdens of lost productivity and costs of employee training. To increase the incentive for management to fund training, the FAA will also recognize the employer who takes a proactive role in the training of his/her technical work force.

6. HISTORY OF THE AMT LOGO. The AMT Awards Program logo was one of 11 designs submitted by AMTs in response to an article in "Aviation Equipment Magazine" dated September 1990. Over 300 technicians who attended maintenance seminars in Lafayette, Louisiana; Pittsburgh, Pennsylvania; and Trenton, New Jersey, were asked to choose the best logo from the 11 designs submitted. The selection which appears in this AC was chosen for the following reasons.

- a. The AMT awards logo is designed in a hexagon shape similar to standard AN hardware. The hexagon design represents the strength in maintaining a common standard of integrity and trust.
- b. The two perfect circles within the six point hexagon represent the continuing cycle of maintenance and inspection which must be unbroken and perfect today and every day to ensure continued airworthiness and aviation safety.
- c. The formula, **knowledge + professionalism = safety**, is not only the aviation maintenance industry's commitment to maintaining the aircraft entrusted to its care, but a personal commitment as well.
- d. The two aircraft located in the center of the logo represent the 1903 Wright Flyer superimposed over the proposed 2001 space plane. The Wright Flyer represents the maintenance community's proud past by the fact that the Wright brothers' mechanic, Mr. Charles Taylor, performed a very important and necessary role from the beginning of aviation. Not only was he the first aircraft mechanic, he also designed and built the engine for the 1903 Wright brothers' Flyer.
- e. The space plane, with its technological advancements and low orbit capability, represents the bright future of the maintenance profession.
- f. The aviation maintenance community and FAA believe that the AMT awards logo symbolizes the best of what the aviation maintenance industry has to offer. It will take hard work to earn it, and it should be worn with pride!

7. AMT AWARDS PROGRAM OVERVIEW.

- a. The AMT Awards Program is divided into two separate awards programs: one for technicians and one for employers. A technician or employer who qualifies may receive only one of the five awards during any given year. The technician's award will be in the form of an FAA Certificate of Training and a tie tack/lapel pin for the phase successfully completed.
- b. The employer's award will be in the form of a Certificate of Excellence.

c. The technician and the employer awards are further divided into five award phases. The phases are identified by the following titles:

- (1) Phase I. Bronze Award
- (2) Phase II. Silver Award
- (2) Phase III. Gold Award
- (3) Phase IV. Ruby Award
- (5) Phase V. Diamond Award

d. The program is designed so that the requirements for each successive phase (award) are more demanding than the preceding one. These requirements are upgraded to create more prestige for the award. In order to be eligible for an award, an applicant must complete the requirements for the award within the current calendar year.

e. The program is designed to be flexible. The technician and the employer will not have to go through each individual phase to receive the highest award. If a technician or employer qualifies for the Diamond Award during the first year, the technician or employer will be issued that award.

f. The FAA encourages all eligible technicians and employers to participate in the awards program each year. Although training availability varies, continuous participation will reinforce and foster the high level of professionalism within the industry.

8. TECHNICIAN AWARD ELIGIBILITY. The following individuals are eligible for the technician's award:

- a. An FAA certificated mechanic or repairman (technician) in general aviation or air carrier maintenance working on FAA type certificated, U.S. registered aircraft.
- b. A student in a Federal Aviation Regulations (FAR) Part 147 school who is maintaining a course average of C or better. The student must receive training outside of his/her regular school schedule.
- c. FAR Part 147 school instructors are eligible for the Certificate of Training awards if the instruction given was outside of their duties in the Part 147 school.
- d. Noncertificated mechanics and technicians working full-time on aircraft or component parts for FAR Parts 121, 135, and 145 operators. (Example: An avionics, instrument, or propeller technician working on FAR Part 121, 135, or 145 is eligible.)

9. EMPLOYER/ORGANIZATIONAL AND ELIGIBILITY. To be eligible for the employer's award, the employer must:

- a. Be involved full-time in the business of maintaining or repairing aircraft and/or their component parts or manage an FAA certificated Part 147 school;
- b. Must employ at least three full-time technicians/instructors.

10. **DEFINITIONS.**

- a. **Calendar Year**: For the purpose of this awards program, the calendar year is defined as the period of time from October 1 to September 30. All training must be attained during the current defined calendar year.
- b. **Certificate Year**: A technician/employer award may be earned at any time during the calendar year and may be displayed for 1 calendar year from the date of issue. (Example: If you receive an award in March, it is good until the next March.) From the beginning of each calendar year, October 1, a technician/employer is then eligible to begin earning another award.
- c. **FAA Training Seminar**: A seminar covering FAA maintenance or airworthiness regulations and policy of at least 1 hour (60 minutes) in length conducted by FAA personnel or by persons acceptable to the FAA. FAA seminars of at least 1 hour in length may be combined to meet the 2 hour requirement.
- d. **Industry Training Seminar**: This is defined as a formal meeting, of at least 1 hour (60 minutes) in length, in which technical training is conducted. Several seminars may be combined to meet the hour requirement.
- e. **On-the-Job Training**: This training may be done at any time by industry or any qualified individual. This aviation maintenance training may be informal or formal, of any length, on any maintenance subject that may be necessary or of interest to the maintenance technician.
- f. **College Level Course**: A course of instruction on one subject would be at least 3 credit hours or 40 hours from a nationally accredited college or vocational/technical school with approval from a higher educational facility (correspondence courses are acceptable). Courses may be in mathematics, English, science, management subjects, or related courses.
- g. **Validation**: Proof of attendance at a maintenance seminar in the form of a photocopy of a certificate that shows the date, location, and subjects covered. If a class roster is used as verification, have the instructor sign the back.

11. **AMT AWARD REQUIREMENTS.**

- a. **Phase I. Bronze** (total training - 6 hours).
 - (1) Attend 2 hours of training on FAA regulations and policy.
 - (2) Satisfactorily complete 4 hours of aviation maintenance training.
- b. **Phase II. Silver** (total training - 12 hours).
 - (1) Attend 2 hours of training on FAA regulations and policy.
 - (2) Satisfactorily complete 10 hours of aviation maintenance training.
- c. **Phase III. Gold** (Total training - 26 hours).
 - (1) Attend 2 hours of training on FAA regulations and policy.
 - (2) Satisfactorily complete 3 days or 24 hours of maintenance training.

d. Phase IV. Ruby (total training - 60 hours).

- (1) Attend 2 hours of training on FAA regulations and policy.
- (2) Satisfactorily complete 10 days or 58 hours of aviation maintenance training; OR,

in lieu of 58 hours, teach 15 hours of aviation maintenance courses related to aircraft systems.

e. Phase V. Diamond (total training - 100 hours).

- (1) Attend 2 hours of training on FAA regulations and policy.
- (2) Satisfactorily complete a college level course of 3 credit hours or 40 classroom hours in mathematics, English, science, management subjects or related courses.
- (3) Satisfactorily complete 10 days or 58 hours of aviation maintenance training; OR,

in lieu of 58 hours teach 15 hours of aviation maintenance courses related to aircraft systems.

12. EMPLOYER AWARDS REQUIREMENTS.

- a. An employer's eligibility for one of the five Certificates of Excellence is based on the percentage of the total number of eligible employees who received AMT awards during the calendar year. Air carriers will be granted employer awards based on the number of awards the employees at specific locations (line stations/maintenance facilities) earn rather than on a total air carrier participation. For example, if an employer has 100 eligible technicians in the line stations, 10 of those technicians would have to receive any one of the five awards in a calendar year in order for the employer to receive the Silver Certificate. The percentage table is as follows:

- 1 Bronze Certificate of Excellence requires 5 percent of the eligible employees.
- 2 Silver Certificate of Excellence requires 10 percent of the eligible employees.
- 3 Gold Certificate of Excellence requires 15 percent of the eligible employees.
- 4 Ruby Certificate of Excellence requires 20 percent of the eligible employees.
- 5 Diamond Certificate of Excellence requires 25 percent of the eligible employees.

- b. The home office of an air carrier who has earned awards at 50 percent of its maintenance locations will be able to request and receive a special certificate based on the number of participants. This certificate will be issued by the Aircraft Maintenance Division, Program Management and Regulations Branch, AFS-360, Washington, DC.

13. APPLYING FOR THE AWARD.

- a. Technician. At any time during the calendar year or up to 60 days thereafter, any eligible individual may apply for any one of the five awards either in person or in writing to the local FSDO. Appendix 1 is a sample of a suggested format for an application form. Material submitted in support of an award will not be returned. Three items are required when an application is made for an award.

- (1) Acceptable proof is:

- (i) An FAA mechanic or repairman certificate.
- (ii) A statement from an FAA approved FAR Part 147 school certifying that the student is maintaining at least a C average.

- (iii) A statement from an FAA approved FAR Part 147 school certifying that the individual is an instructor at that school.
- (iv) A statement from a FAR Parts 121, 135, or 145 operator certifying that the individual is employed by that operator maintaining aircraft or related components.

- (2) Send a short letter, or use the suggested format in appendix 1, to the local FSDO describing the award requested. The letter/suggested format should state content of training, where the training was received, who did the training, the length of the training in hours, and the date of the training. The letter or suggested format must be signed and dated by the individual requesting the award.
- (3) Present some form of proof that the training was received. Photocopies of certificates of training, attendance, computer runs, and/or graduation are acceptable as long as they corroborate information supplied in the letter.

b. Employer. At any time during the calendar year, an eligible employer may apply by letter, or format suggested in appendix 2, to the local FSDO for any one of the five Certificate of Excellence awards. The employer's letter should state the award requested and include the following information:

- (1) The employer/company is involved in full-time repair of aircraft or aircraft component parts.
- (2) Total number of technicians working full-time (at least three).
- (3) Photocopies of each individual employee's FAA AMT Certificates of Training for the applicable calendar year.
- (4) Airlines requesting the special recognition award will send the information requested in 13b(1)(2)(3) to address listed in paragraph 14.

c. Material submitted will not be returned.

d. The technician and employer should allow at least 30 days for the FAA FSDO to process each award request.

14. CONTACT. For additional information or suggestions, please contact: Manager, Aircraft Maintenance Division, Federal Aviation Administration, ATTN: Lee Norvell, AFS-360, 800 Independence Avenue, SW, Washington, D.C. 20591.

/s/

Thomas C. Accardi
Director, Flight Standards Service

SUGGESTED FORMAT

AIRCRAFT MAINTENANCE TECHNICIAN AWARDS PROGRAM

TECHNICIAN AWARD APPLICATION

(To be sent to the local FAA FSDO Office.)

Name: _____

Address: _____

Telephone Number: _____

Date: _____

Employer/School: _____

Certificate Number: _____

Certificate Type: _____

- | | | |
|-----|-----------|---------------|
| () | PHASE I | Bronze Award |
| () | PHASE II | Silver Award |
| () | PHASE III | Gold Award |
| () | PHASE IV | Ruby Award |
| () | PHASE V | Diamond Award |

PROOF OF TRAINING:

Type of Training
Where Training Received
Who Taught the Training
Length of Training
Date Course Completed

Type of Training
Where Training Received
Who Taught the Training
Length of Training
Date Course Completed

Type of Training
Where Training Received
Who Taught the Training
Length of Training
Date Course Completed

Type of Training
Where Training Received
Who Taught the Training
Length of Training
Date Course Completed

Signature _____ Date _____

APPENDIX 2

SUGGESTED FORMAT

AIRCRAFT MAINTENANCE TECHNICIAN AWARDS PROGRAM

EMPLOYER AWARD APPLICATION

(To be sent to the local FAA FSDO Office)

Company Name _____

Address _____

Telephone Number _____ Date _____

- | | | |
|-----|-----------|---------------|
| () | PHASE I | Bronze Award |
| () | PHASE II | Silver Award |
| () | PHASE III | Gold Award |
| () | PHASE IV | Ruby Award |
| () | PHASE V | Diamond Award |

Number of Mechanics/Technicians Employed _____

Number of Certificates of Training Received by Employees _____

LIST THE NAMES OF EMPLOYEES RECEIVING AWARDS AND AWARD TYPE:

(Use additional sheets, if necessary.)

[illegible]